

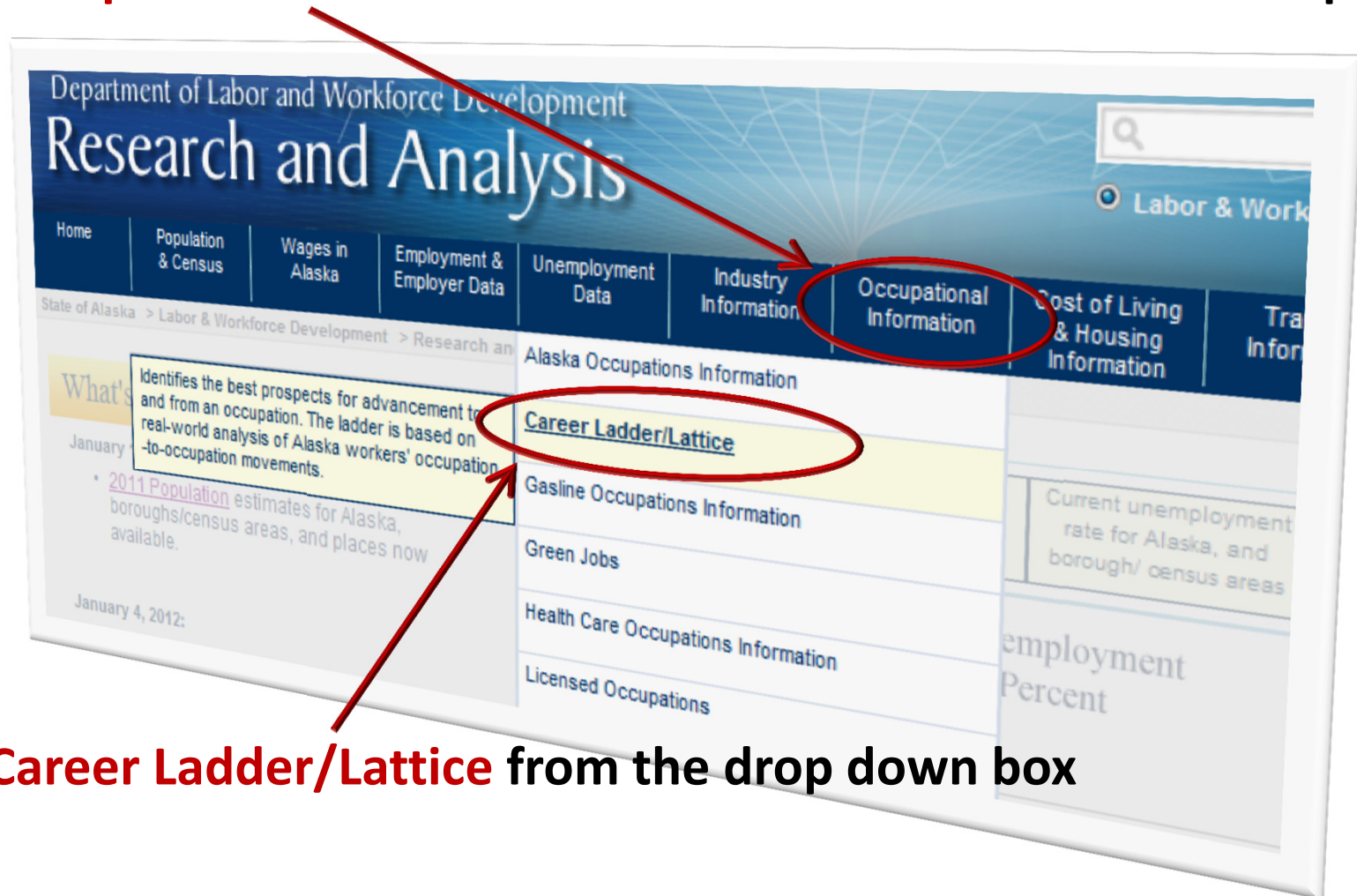
Alaska Career Lattice Tutorial: Advancement from Your Current Occupation

This tutorial is aimed at individuals who want to identify occupations that offer the best opportunities for advancement from their current job.

Alaska Career Lattice

Step 1: Open the Career Lattice Home Page

Choose **Occupational Information** from the blue bar across the top



Choose **Career Ladder/Lattice** from the drop down box

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Step 2: Select Your Current Occupation

Choose an occupation from the list.

The occupation you choose will be labeled as the “focus occupation.”

Welcome to the Alaska Career Lattice

The Alaska Career Lattice is designed to assist job seekers, career counselors, education administrators, and training providers identify occupations that are the most likely to lead to advancement to or from a particular occupation.

If this is your first time using the Alaska Career Lattice, you should take our simple “Using the Career Lattice” tutorial.

Choose an occupation below to get started, or:

[Restrict your search to green occupations](#)

[Restrict your search to health care occupations](#)

[Restrict your search to science, technology, engineering and math \(STEM\) occupations](#)

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

[Abstractors, Title](#)

[Account Collectors](#)

[Accountants and Auditors](#)

[Accounting Clerks](#)

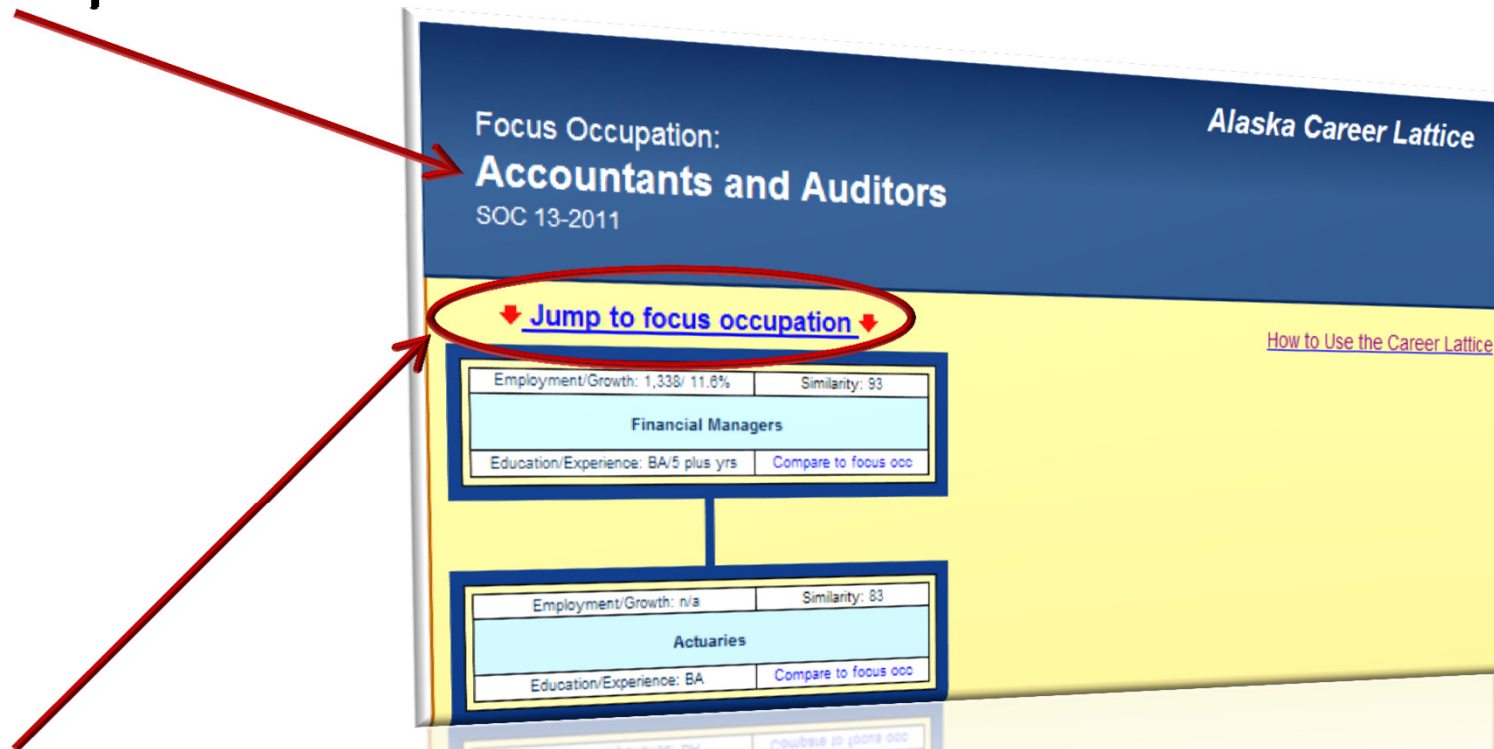
[Actors](#)

For this tutorial, select **Accountants and Auditors**

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Step 3: Click on the “Jump to Focus Occupation” link

You are now at the career lattice page for your chosen focus occupation—**Accountant and Auditors**.

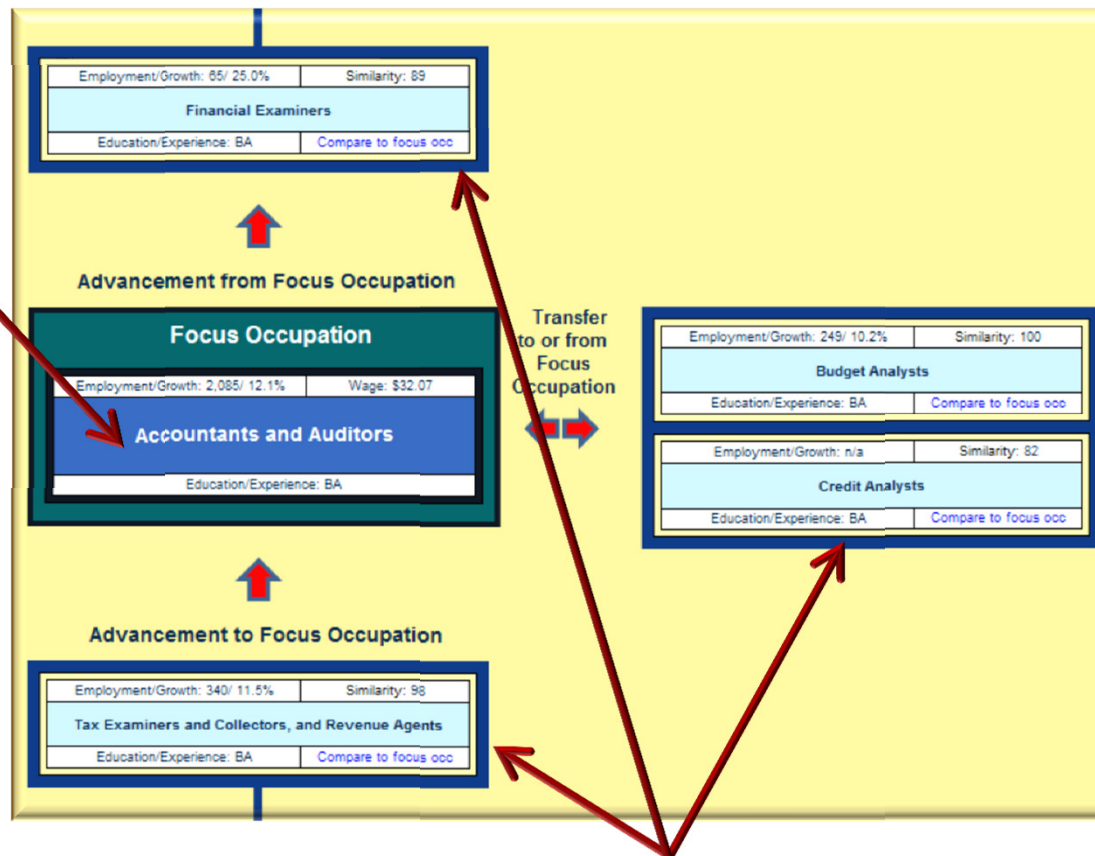


The focus occupation is at the vertical center of page and will not be visible. Click on the **“Jump to Focus Occupation”** link to move to the focus occupation.

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Step 4: Understanding the lattice page

The focus occupation (**Accountants and Auditors**) now appears at the vertical center.



The “**associated occupations**” that appear above, below and to the right of the focus occupation are those that are the most related to it.

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Step 4 Understanding the lattice page (continued)

The associated occupations were selected because our research showed that they are more similar to the focus occupation than other occupations.

Our research was based on an analysis of 9 years of Alaska workers' occupation-to-occupation transitions and extensive analysis of job characteristics data.

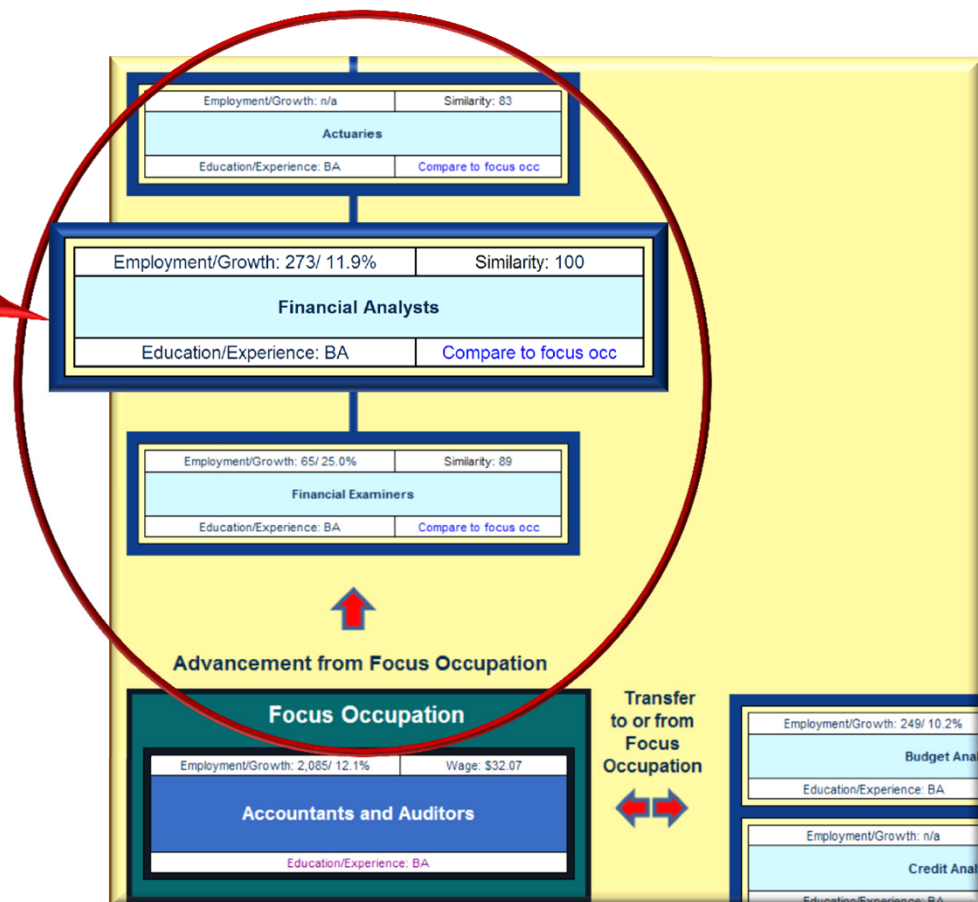
Alaska Career Lattice

Step 4 (continued)

Exploring occupations that provide advancement opportunities from the focus occupation

Occupations above the focus occupation provide the best opportunities for advancement.

For example, someone who is working as an accountant might consider working toward advancement to a financial analyst position (the second rung up from the focus occupation).



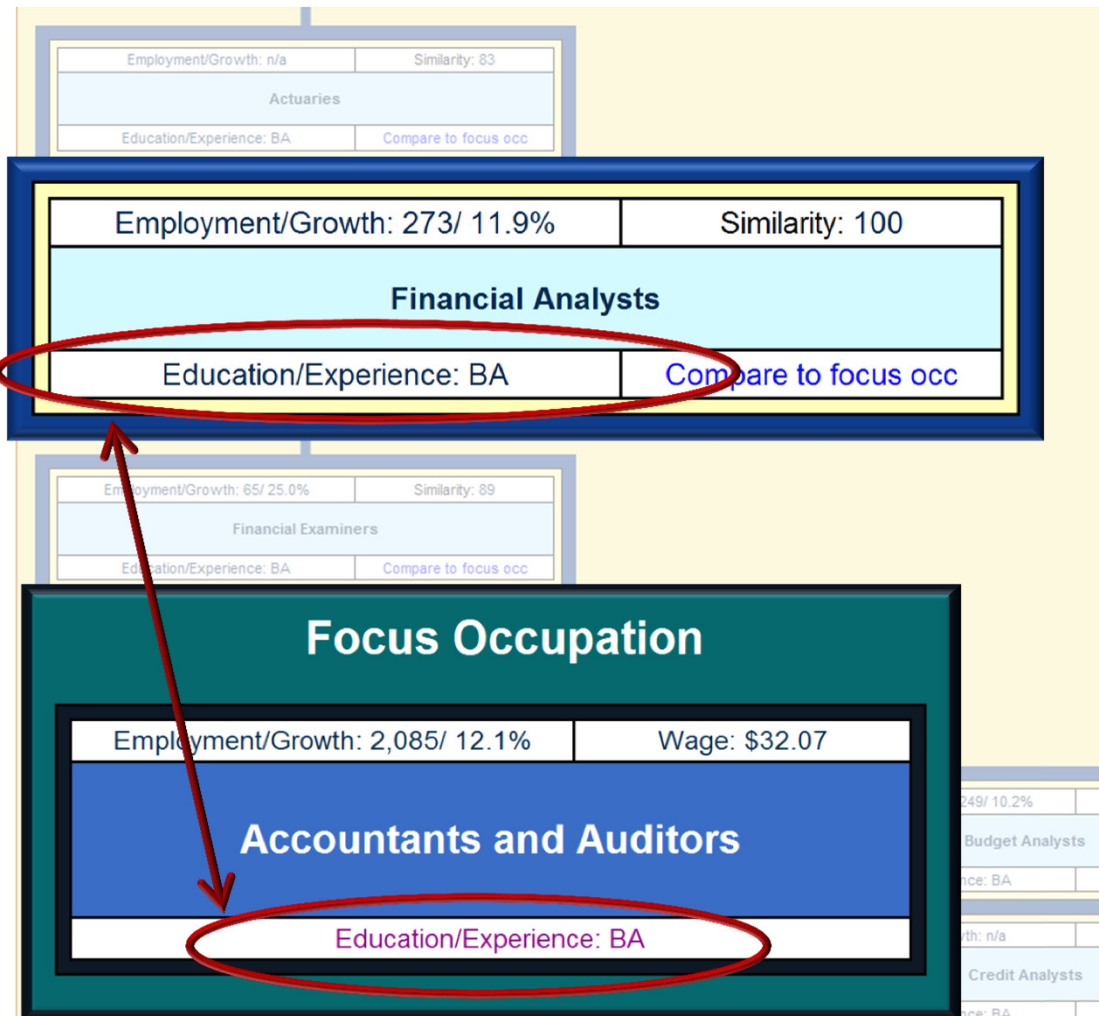
Step 4 (continued)

Education and Experience

One important consideration is education. The focus occupation requires a bachelor's degree—abbreviated as BA (see bottom of its box).

The minimum required education for Financial Analysts is at the bottom left of its box—also a BA. This probably means that most accountants' formal education is adequate.

On the other hand, Financial Analysts are at a higher level and an accountant may need the right type of experience and/or may need to acquire additional knowledge or skills.



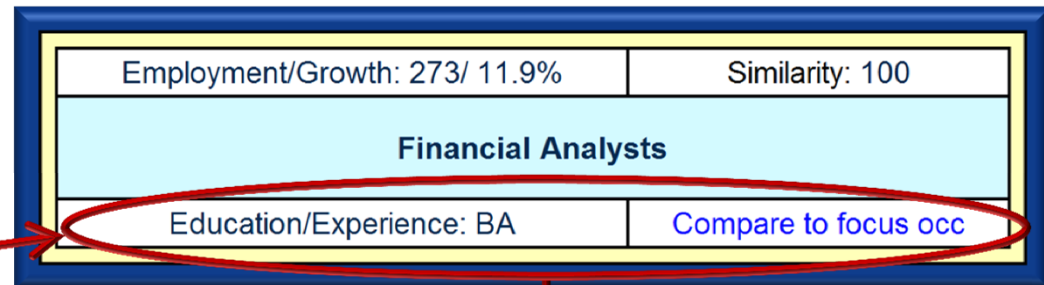
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Step 4 Education and Experience (continued)

You can find a list of education and training programs for an occupation by clicking on its education/experience.

Click on the Education/Experience link for Financial Analysts to view training programs in Alaska.

Now you know where you can get the education you'd need to become a Financial Analyst.



Employment/Growth: 273/ 11.9%	Similarity: 100
Financial Analysts	
Education/Experience: BA	Compare to focus occ

Training programs related to Financial Analysts

[Charter College](#)

[Business Management and Technology: Computerized Accounting Concentration, BS](#)

[University of Alaska Anchorage](#)

[Finance, BBA](#)

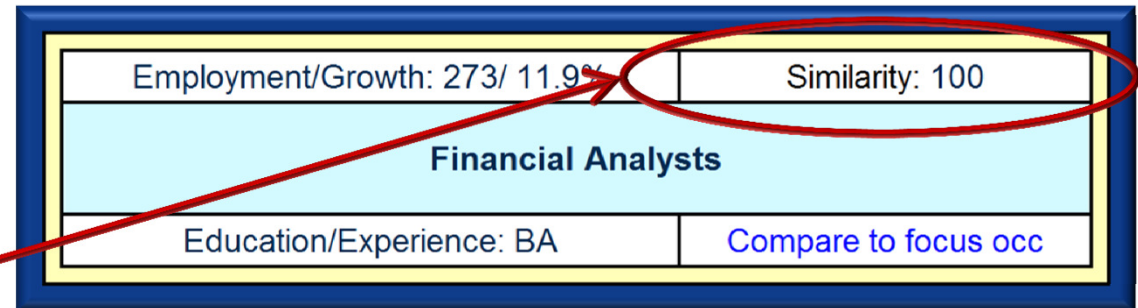
When done, return to the focus occupation by clicking the back button on your web browser

Step 4 (continued)

How similar are the occupations?

At the top right, there is a “similarity score” that indicates how strongly each occupation is linked to the focus occupation and how confident we are in the relationship.

This rating is based on our 9 year study of Alaska workers and extensive analysis of job characteristics. The maximum score is 100.



The screenshot shows a table with three rows. The first row contains 'Employment/Growth: 273/ 11.9%' and 'Similarity: 100'. The second row contains 'Financial Analysts'. The third row contains 'Education/Experience: BA' and 'Compare to focus occ'. A red circle highlights the 'Similarity: 100' cell, and a red arrow points from the text on the left to this cell.

Employment/Growth: 273/ 11.9%	Similarity: 100
Financial Analysts	
Education/Experience: BA	Compare to focus occ

The similarity score for Financial Analysts is 100. This means it is very strongly related to the focus occupation (Accountants and Auditors)

Step 5: Comparing Job Characteristics

You can get a better idea of how an occupation compares to the focus occupation by clicking on the “Compare to focus occ” link.

Employment/Growth: 273/ 11.9%	Similarity: 100
Financial Analysts	
Education/Experience: BA	Compare to focus occ

This will bring you to a page that compares the two occupations on knowledge, skills, abilities and other job characteristics. This can give you an idea of what you need to improve on in order to prepare for advancement from the focus occupation.

Comparisons of Job Characteristics

Focus Occupation: Accountants and Auditors (13-2011)

Associated Occupation: Financial Analysts (13-2051)

Compare Knowledge

Compare Skills

Compare Abilities

Compare Detailed Work Activities

Compare Tools and Technologies

<<	Focus occupation element is much lower
<	Focus occupation element is lower
0	Focus occupation element is at a similar level
>	Focus occupation element is at a higher level
>>	Focus occupation element is at a much higher level

Knowledge	Similarity of Focus Occupation to Associated Occupation: 96			
Focus Occupation: Accountants and Auditors (13-2011)				
Associated Occupation: Financial Analysts (13-2051)				
Associated Occupation's Key Knowledge Elements	Average Rating, All Occupations	Associated Occupation's Rating	Focus Occupation's Rating	Evaluation of Focus Occupation
Economics and Accounting	4.4	19.8	19.2	0 Current knowledge level may be sufficient
English Language	11.2	17.1	13.3	<< Extensive education and/or training may be required
Mathematics	9.2	16.7	13.9	< Expanded education and/or training may be required
Administration and Management	8.4	12.1	12.3	0 Current knowledge level may be sufficient
Law and Government	5.9	11.5	8.9	<< Extensive education and/or training may be required

The maximum possible rating is 25

The maximum possible rating is 25.

Step 5 (continued)

Comparing Knowledge

Scroll down until you see the table labeled Knowledge. This table compares the knowledge of Financial Analysts with Accountants and Auditors.

The first column in the table shows the key knowledge elements for Financial Analysts (the associated occupation).

Tip: to get definitions of the knowledge elements listed in the first column, click on the column header.

Knowledge		Similarity of Focus Occupation to Associated Occupation: 96				
Focus Occupation: Accountants and Auditors (13-2011)						
Associated Occupation: Financial Analysts (13-2051)						
Associated Occupation's Key Knowledge Elements	Average Rating, All Occupations	Associated Occupation's Rating	Focus Occupation's Rating			Evaluation
Economics and Accounting	4.4	19.8	19.2	0		Current knowledge
English Language	11.2	17.1	13.3	<<		Extensive education
Mathematics	9.2	16.7	13.9	<		Expanded education
Administration and Management	8.4	12.1	12.3	0		Current knowledge
Law and Government	5.9	11.5	8.9	<<		Extensive education

The next three columns show ratings for the focus occupation (Accountants and Auditors) and the associated occupation (Financial Analysts) as well as the average score for all occupations combined. For example, in Law and Government both occupations are above the average of 5.9 and Financial Analysts score higher than Accountants and Auditors (11.5 to 8.9).

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Step 5 Comparing Knowledge (continued)

The final column gives you an evaluation of the ratings. An accountant would probably have enough Economics/Accounting and Administration/Management knowledge to make the jump to a Financial Analyst. But an accountant would probably need a higher level of knowledge in English, Math and Law and Government.

Knowledge		Similarity of Focus Occupation to Associated Occupation: 96			
Focus Occupation: Accountants and Auditors (13-2011)					
Associated Occupation: Financial Analysts (13-2051)					
Associated Occupation's Key Knowledge Elements	Average Rating, All Occupations	Associated Occupation's Rating	Focus Occupation's Rating	Evaluation of Focus Occupation	
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You might want to browse some of the other tables on this page. The Skills and Abilities tables work the same way as the Knowledge table. There are also tables that show work activities and tools and technologies that the two occupations have in common.

When done, return to the focus occupation by clicking the back button on your web browser

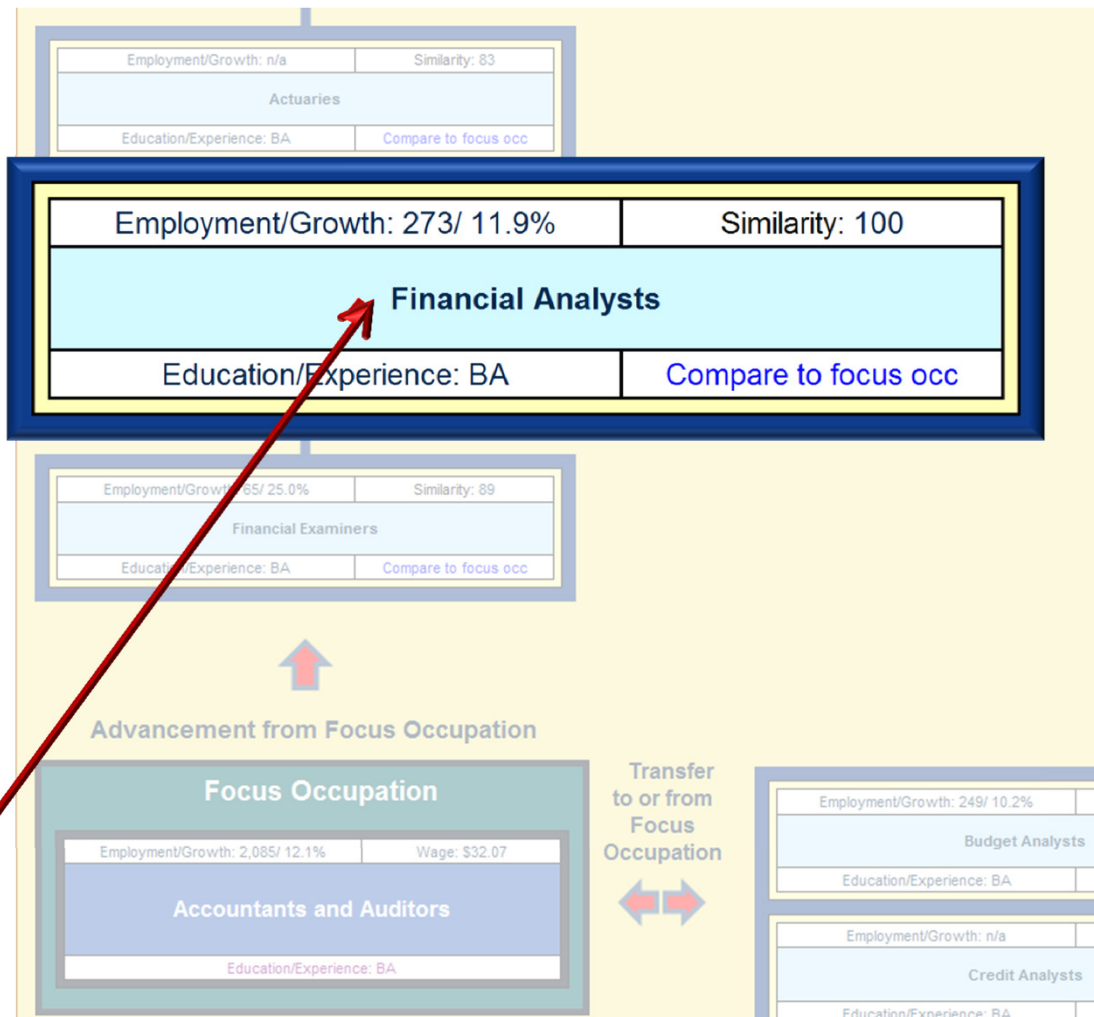
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Step 6: Linking to another occupation's page

All of the occupations on the focus occupation's page are related to the focus occupation but they are not necessarily directly related to each other.

If you want to explore one of the associated occupations further, you can click on its title to go to its career lattice page. There you may find occupations that don't appear on the Accountants and Auditors page.

For this tutorial, click on the title for Financial Analysts.

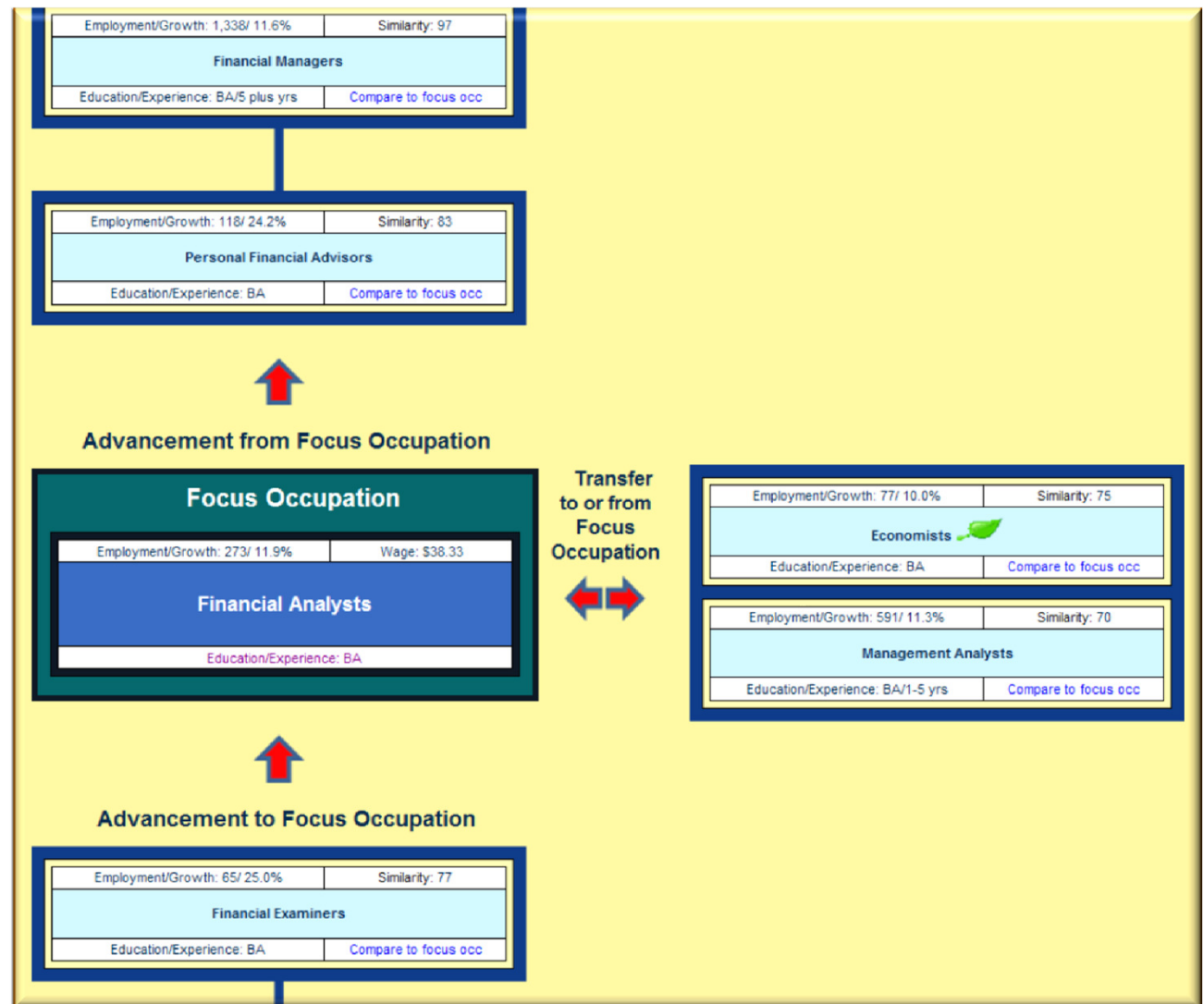


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Step 6: Linking to another occupation's page (continued)

You should now be at the Financial Analysts career lattice page.

As you can see, there are occupations that appear on its page that don't show up on the Accountants and Auditors page.



Alaska Career Lattice

Learn More

You can learn more about the Alaska Career Lattice from the “Career Lattice Information” box that appears at the far right of every page:

Restrict your occupation list to green occupations, healthcare occupations or Science, Tech, Engineering and Math (STEM) occupations by clicking on one of the filtered lattice links.

Learn more about what went into the lattice by clicking on the “How the Lattice Was Developed” link.

Read the Alaska Economic Trends article on the Career Lattice.

Career Lattice Information

[Print Data](#)

[How to Use the Career Lattice](#)

[Career Lattice](#)

[Green Occupations Career Lattice](#)

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